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Commonwealth of Massachusetts
Division of Professional Licensure
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Important Notice

Effective - January 1, 2008

The *Real Property Appraiser Qualification Criteria and Interpretations of the Criteria*, the document that mandates specific qualifications for state licensure and certification of real estate appraisers developed and interpreted by the Appraiser Qualifications Board of the Appraisal Foundation, has been amended and there are new criteria for all licenses and certificates issued commencing on January 1, 2008. These changes are published in a document titled "Real Property Appraiser Qualification and Criteria" and can be viewed by visiting the Appraisal Foundation web site at www.appraisalfoundation.org.

The purpose of this notice is to inform you of the most substantial change that increases primary education requirements. The new education criteria effective January 1, 2008 are as follows.

State License:

150 hours of Appraisal Education that includes

Basic Appraisal Principles	30 hours
Basic Appraisal Procedures	30 hours
15-hour USPAP	15 hours
Residential Market Analysis and Highest and best use	15 hours
Residential Appraiser Site Valuation and Cost Approach	15 hours
Residential Sales Comparison and Income Approaches	30 hours
Residential report Writing and Case Studies	15 hours

Certified Residential

Applicant must hold an Associate Degree or higher from an accredited college or shall have completed the following collegiate subjects at an accredited college or university totaling at least 21 semester credit hours:

English Composition
Principals of Economics (micro or macro
Finance
Algebra, Geometry, or higher mathematics
Statistics
Introduction to Computers – Word Processing/Spreadsheets
Business or real Estate Law

And 200 hours of Appraisal Education that includes:

Basic Appraisal Principles	30 hours
Basic Appraisal Procedures	30 hours
15-hour USPAP	15 hours
Residential Market Analysis and Highest and best use	15 hours
Residential Appraiser Site Valuation and Cost Approach	15 hours
Residential Sales Comparison and Income Approaches	30 hours
Residential report Writing and Case Studies	15 hours
Statistics, Modeling and Finance	15 hours
Advanced Residential Applications and Case Studies	15 hours
Other Appraisal Subject Matter Primary Courses – This may include additional hours in above topics	20 hours

Certified General:

Applicant must hold a Bachelors Degree or higher from an accredited college or shall have completed the following collegiate subjects at an accredited college or university totaling at least 30 semester credit hours:

English Composition
Principals of Economics (micro or macro
Finance
Algebra, Geometry, or higher mathematics
Statistics
Introduction to Computers – Word Processing/Spreadsheets
Business or real Estate Law
Two full credit courses in any 2 of the following Geography Accounting Ag-Economics Business Law Real Estate

And 300 hours of Appraisal Education that includes:

Basic Appraisal Principles	30 hours
Basic Appraisal Procedures	30 hours
15-hour USPAP	15 hours
General Appraiser Market Analysis and Highest and best use	30 hours
Statistics, Modeling and Finance	15 hours
General Appraiser Sales Comparison and Income Approaches	30 hours
General Appraiser Site Valuation and Cost Approach	30 hours
General Appraiser Income Approach	60 hours
General Appraiser Report Writing and Case Studies	30 hours
Advanced Residential Applications and Case Studies	15 hours
Other Appraisal Subject Matter Primary Courses – This may include additional hours in above topics	30 hours

These criteria apply to licenses and certificates ISSUED ON OR AFTER JANUARY 1, 2008. However, the Appraisal Foundation has granted limited flexibility in enforcing the new criteria allowing the Board to issue approvals (to take the examination) that extend beyond January 1, 2008. Therefore, in order to qualify under the existing criteria, you must:

- submit a **completed** application that must be **received** by the Board on or before December 31, 2007. The completed application must include all necessary documentation, fulfillment of all education and experience requirements and payment (checks not honored do not constitute)¹;
- Be approved by the Board as qualifying to take the examination²; and
- **successfully complete** the examination and pay the licensing fee within the 2 years following the new Criteria implementation date of January 1, 2008 or the two-year period following your approval date, whichever is less. (checks not honored do not constitute payment).

Therefore, all applicants who qualify for the examination under the current criteria on or before December 31, 2007 (including up-grades to a higher level certificate) will be issued an approval to take the examination that will run for a two-year period. All incomplete applications and applications that are rejected will be returned to the applicant to be properly completed and re-submitted by the applicant on or before December 31, 2007. All applications not **received** by the Board on or before December 31, 2007 will be returned to the applicant and the applicant will be required to meet the new criteria. The date of receipt is the date the Board actually receives the application not the postmark date. If you are approved for the examination before January 1, 2008, and do not successfully complete the examination for ANY reason, including the unavailability of a seat, within the authorized 2-period and no later than December 31, 2009, you must apply anew and meet the criteria effective January 1, 2008.

Be advised: Commencing January 1, 2008, the examination will be based on the new criteria. Therefore, if you plan to take the examination after January 1, 2008 based on your approval prior to that date, it may be advisable to obtain further education and or experience prior to taking the licensure or certification examination.

This is a Federal requirement of the Appraisal Foundation. The Massachusetts Board of Registration of Real Estate Appraisers does not have the statutory authority to exercise any discretion in this matter. The cut-off date of December 31, 2007 is final; extensions are not permitted.

Sincerely

William Pastuszek Jr.
Chairman
Board of Registration of Real Estate Appraisers

¹ Applications received on or before December 31, 2007 that are not complete including all requested documentation will not be considered received and will be returned to the applicant. The subsequent submission must be on or before December 31, 2007. Any application submitted with a payment that is not honored by the issuing institution or that is unable to be processed will be rejected and any subsequent submission must be received on or before December 31, 2007.

² In the case where the Board determines an applicant is not qualified for examination, the applicant will be required to file a new application. In the event that the new application is not received by the Board on or before December 31, 2007, the applicant must meet the new Criteria.